TooCool Instructions

Account Creation

1. Go to http://www.purdue.edu/business/boso/
2. Click on the "TooCool Store Front" bar at the top
3. Click on the "Register" bar at the top
4. Insert personal info:
   a. Your full name must match what Purdue officially has on file for you
   b. Use your Purdue career account for simplicity
   c. You only have to fill out the Account Name, Username, Password, and Billing Name, Address, State, Zip Code, and Country spaces to make an account. However, just to be safe, also, put your Purdue email in the Contact area
   d. Hit "Submit" at the bottom once you're done

Ticket Purchasing

1. When you have successfully registered, go ahead and sign in
2. Click the "Member Area Access" at the top
3. Select "FIRST STREET TOWERS CLUB" on the dropdown menu
4. Hit "Submit" at the bottom
5. To be granted access to the organization, email Titan Club President Erin Lewis: lewis132@purdue.edu
   a. Wait until you are granted access into the organization
   b. An email should automatically be sent to you once you're accepted
6. Once you are granted access, click "Organizations" at the top
7. Click on "FIRST STREET TOWERS CLUB" which should be located on the second row on the list
8. Click on "King's Island Trip"
9. Click on "Add to Cart"
10. After it prompts you that it has been added, click on "Vie”
11. Make sure the Shipping Field has your campus address. Then click on "Proceed to Payment"
12. Click on "Check Out"
13. Click on "Send to uPay"
14. Enter in billing info.
15. Click on "Continue" once everything has been filled out.